

Indiana School for the Blind and Visually Impaired
7725 North College Avenue
Indianapolis, IN 46240

ISBVI Board Meeting Minutes
March 30, 2021
Board Meeting
9:30 a.m.

Members Present:

Mr. James Michaels, Chair
Mr. Tom Adams
Ms. Amanda Black
Ms. Kathy Botkin, Vice Chair
Mr. John Kissling
Mr. Don Koors
Ms. Traci Hackleman

Members Not Present:

Mr. Michael Dalrymple
Senator Liz Brown

Administration Present: Mr. Jim Durst, Superintendent; Mr. Jay Wilson, MS/HS Principal; Ms. Tiffany Sanders, Elementary Principal/Director of Outreach; Mr. Jason Askren, Director of Residential Services; Mr. Todd Malone, Maintenance Supervisor.

I. Call to Order

Board Chair, Mr. James Michaels, called the meeting to order at 9:30am and took roll.

II. Approval of Minutes (Attachment 1)

The minutes from the January 11, 2021 meeting were reviewed.

Motion: A motion was made by Mr. Koors and seconded by Ms. Black to approve the minutes as presented; motion carried.

III. Superintendent's Report

A. School Update

Elementary and Outreach Reports – Ms. Sanders

The Elementary is continuing to grow and has added two new students. Two virtual students have returned to in-person learning, as well. Once students return from spring break, they will complete spring assessments.

ISBVI's 13th annual Braille Challenge was held virtually on February 12. The event had 19 participants and winners were represented from both ISBVI and the local school systems. Once the remainder of the regional competitions are complete, the school will be able to find out if any ISBVI winners scored high enough to compete at the national challenge over the summer.

Cane Quest, held virtually on March 6, was also a success. There were 8 participants that submitted a recording of their competition. Winners were announced and awards mailed.

As part of the school's Outreach endeavors, work is being done collaboratively with the Children's Museum, the IDOE, and the CIESC on various projects and initiatives in regards to accessibility. All projects are in the initial phases and seem to have been prompted by the COVID pandemic and the push for virtual learning for students and professionals.

The department continues to provide direct services to over 307 students from 36 different school districts from around the state.

The summer STEP program, in collaboration with Bosma Enterprises, will be held in two different, two-week sessions with a limit of 10 students per session. The first session will be June 21, 2021 – July 2, 2021 and the second will be held July 12, 2021 – July 23, 2021.

MS/HS Report – Mr. Wilson

High School students have completed retesting for ISTEP.

The Middle School had one new student start the week of March 8. There will be another new student joining ISBVI after spring break.

Tours have been scheduled for two students that have experienced sudden vision loss.

Eight MS/HS students participated in the virtual Braille Challenge.

Ten juniors and seniors participated in a Northwest University virtual tour in conjunction with the Washington State School for the Blind.

Twelve students are currently receiving instruction virtually. Two students will be returning to in-person instruction after spring break.

Residential Services – Mr. Askren

Pennie Berryhill is the newest addition to Residential Services. Pennie retired from ISBVI's Dietary department and has returned to serve as a Residential Mentor on the 3rd shift.

The department will welcome another new staff member on April 5.

A number of students have returned successfully for the past 10 weeks. Students seem to enjoy being back on campus. There will be additional students returning after spring break.

Students and staff continue to follow COVID protocol and students are adhering to restrictions.

Students are participating in step/stair challenges in the evenings. Prizes are awarded to the individual student and the dorm with the most steps.

Staff are continuing with as many activities as possible to keep students engaged and active. The warmer weather has helped staff in being able to offer a wider variety of activities.

Facilities Use – Mr. Durst

An artist/musician from New York will be on campus filming in the Auditorium for the concert being presented by the IBCF No Limits Concert Series in July.

The school is in the process of slowly opening outside areas to the public. A local school has requested to use the track.

Physical Plant Update – Mr. Malone

Pending capital projects:

Fuel Tank Replacement: A final meeting was held for this project and work will be starting over the summer.

Churchman Roof: The contractor asked for a 120-day extension and will most likely be requesting another extension. Work for this project is anticipated to start in the summer.

Aquatic Center/HVAC System: The design work has been finished.

Wilson Roof: Work will most likely begin in 2022.

Camera project: Contractors are finished with the installation of wiring and placement of cameras. After spring break, they will return to get cameras set up on the server, get them focused, and adjust viewing.

In addition, staff is planning and ordering materials for upgrades for the following: fire doors, emergency lighting, the elevator, the generator, and the DA tank in the Steam Plant.

B. Monthly Financial Statements (Attachment 2A & 2B)

Attachment 2A is the monthly financial statement for January 31, 2021. At that point, the year was 59% over, Point One expenditures were at 58.79%, Points Two through Nine reflected 65.34% spent, and overall expenditures totaled 59.87%.

The monthly financial statement for February 28, 2021, Attachment 2B, reflected 67.30% spent from Point One and 68.82% spent from Points Two through Nine with the year being 67% over. Total expenditures totaled 67.55%. The school is relatively confident that budget requirements will be met at the end of the year and is working with the State Budget Agency regarding unforeseen costs given to the school such as teacher and staff salary increases and health cost increases.

C. Staff Metrics (Attachments 3A & 3B)

Attachment 3A, the report as of February 16, 2021, reflects 219 total positions, 152 filled regular positions, 29 vacant regular positions, 14 filled intermittent positions and 24 vacant intermittent positions. The report as of March 17, 2021, Attachment 3B, reflects ISBVI had 219 total positions, 153 filled regular positions, 28 vacant regular positions, 14 filled intermittent and 24 vacant intermittent.

IV. New Business

A. Donations and Contributions (Attachments 4A, 4B & 5A, 5B)

Attachments 4A and 4B reflect Donations and Contributions under \$499 from January 1, 2021 to February 28, 2021 totaling \$508.04. All five donations were restricted.

Attachments 5A and 5B reflect \$105,374.80 in Donations and Contributions over \$499 from January 1, 2021 to February 28, 2021. Three donations were restricted, and one was unrestricted.

Motion: A motion was made by Mr. Koors and seconded by Ms. Botkin to approve donations in Attachment 5A over \$500; motion carried.

B. Graduation

The current plan is to have a modified, formal ceremony in the school auditorium incorporating social distancing protocol. Graduates will be limited to five (5) family members/friends per family. The school may utilize some video clips to enhance the experience. Families will have an assigned section of the auditorium. Students will receive their diplomas/certificates on stage, one at a time, and then leave the auditorium with their family and teacher of record. A banquet will not be held this year.

C. Start of 2021 – 2022 School Year

At this time, ISBVI is planning for all students to return to in-person instruction in the fall and will not be offering virtual instruction. Plans will be reviewed if spikes of COVID cases are reported.

D. Review of Policies

School policies are due to be reviewed by the Board. A list of policies will be presented over the next two Board meetings for review and approval.

E. COVID Update

The vast majority of staff at ISBVI have been inoculated. The school has received guidance from the Indiana State Department of Health (ISDH) on how inoculated staff should proceed if they are identified as being exposed to someone who has tested positive for COVID.

The inoculated individual would not need to quarantine. They could report to work and follow all COVID protocols with masking and social distancing. They would monitor and watch for any symptoms. At the point any symptoms arise, they would need to quarantine and contact administration so the process of contact tracing could be started.

F. Library/Student Center/Auditorium

Repairs to the Library are now complete. The process to get books restored has been a challenge due to COVID and the many travel restrictions in place over the past several months. Rather than traveling, the school is working with the insurance company and RestoreWorks to send the books back to ISBVI where staff can review to see which items should be restored or discarded.

The Student Center is fully functional and has new socially distanced study stations.

Plaster repairs and painting in the Auditorium are complete. Members of the Housekeeping staff were able to follow up the repairs with a deep cleaning.

G. Tuck Pointing

This project is nearly complete. The front entrance to the tower lot is still closed due to materials that are being installed. There has been a delay in the installation of the tracery pieces. Several are the wrong size and will need to be recast. Landscaping replacement will start in April.

V. Public Comments:

No public comments.

VI. Board Comments:

No Board comments.

VII. Next Meeting

The next meeting of the Indiana School for the Blind and Visually Impaired School Board will be Monday, May 17, 2021 at 9:30am.

VIII. Adjournment

Motion: A motion was made by Mr. Adams and seconded by Mr. Koors to adjourn the meeting at 10:04am; motion carried.